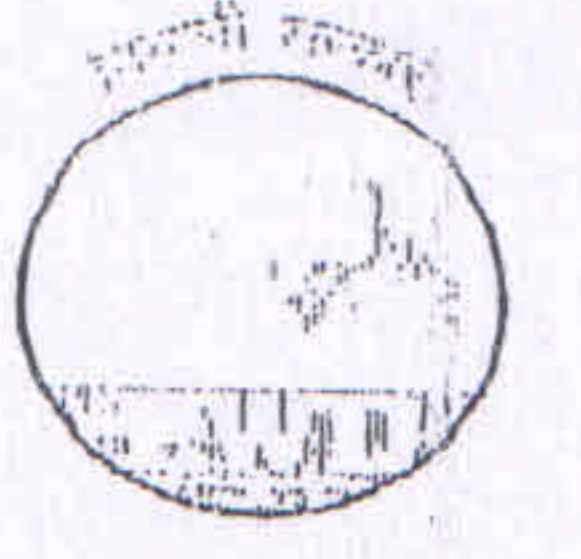




दिल्ली सरकार  
कार्यालय प्रमुख अभियंता, लोनिवि,  
12वां तल, बहु-मंजिला भवन, इंदरप्रस्थ संपदा, नई दिल्ली: 110002  
☎ 23490260, 23724560, 23311293 फ़ैक्स 23319021  
Toll Free Complaint No. 1800 11 0093  
वेबसाइट: <http://pwd.delhigovt.nic.in>  
ई-मेल: [pwdhqdelhi@gmail.com](mailto:pwdhqdelhi@gmail.com)/[dppwdhqdelhi@gmail.com](mailto:dppwdhqdelhi@gmail.com)



संख्या: 10(1)/प्रमुख अभि./निदेशक/लोनिवि/2018/6501(H) दिनांक 15.10.2018

सेवा में

प्रधान मुख्य अभियंता(अनु.),  
लोनिवि, एमएसओ भवन,  
नई दिल्ली ।

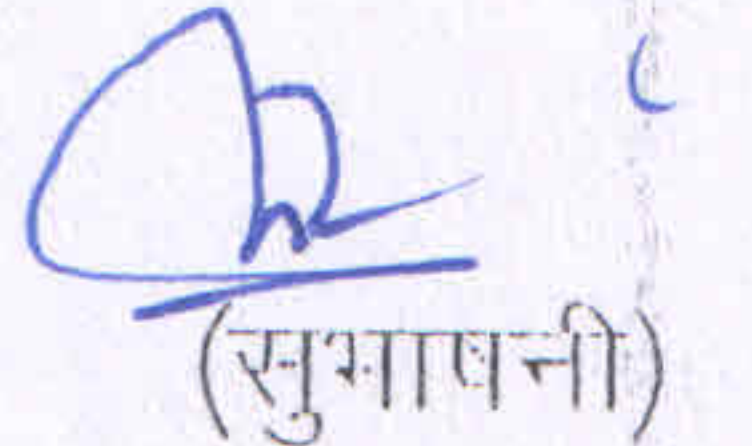
प्रधान मुख्य अभियंता(परि.),  
लोनिवि, एमएसओ भवन,  
नई दिल्ली ।

विषय: Residential programme on Transformation Leadership & Change management from December 17-21-2018 at Udhampur.

संदर्भ:-----

उपरोक्त विषय पर प्राप्त पत्र की प्रतिलिपि संलग्न की जा रही हैं । आपसे अनुरोध है कि उपरोक्त प्रशिक्षण हेतु इच्छुक अधिकारियों के नामांकन इस कार्यालय को दिनांक 10-11-2018 तक भिजवाए ।

संलग्न: उपरोक्तानुसार ।

  
(सुभाषिणी)

सहायक प्रशासनिक अधिकारी

✓ प्रतिलिपि:--लोनिवि वेबसाइट ।

**जयपुर उत्पादकता केन्द्र**

41, ईन्कम टैक्स कॉलोनी-2,  
पोस्ट मालवीय नगर,  
जगतपुरा रोड़, जयपुर- 302 017



**Jaipur Productivity Centre**

41, Income Tax Colony - 2, P.O. Malviya Nagar,  
Jagatpura Road, Jaipur - 302 017  
Fax : 0141-2750473 Ph.: 09414271490, 09610111392  
Website : www.jpcjaipur.org  
E-mail : jpcjaipur@rediffmail.com

No.2018/111 G  
October 03, 2018

ENGINEER-IN-CHIEF  
PUBLIC WORKS DEPARTMENT  
GOVERNMENT OF NCT OF DELHI  
MSO BUILDING  
I.P.ESTATE  
NEW DELHI- 110002  
NCT OF DELHI

प्रमुख अभियन्ता

आवती सं. 12385

दिनांक 11/10/18

प्रमुख अभियन्ता

निदेशक (कार्य एवं स्था.) G.A.

निदेशक (कार्य एवं स्था.)

उप निदेशक (कार्य एवं स्था.)

उपनिदेशक (कार्य एवं स्था./अनु./जन स. अधि.)

11-10-18

Dear Sir / Madam,

Jaipur Productivity Centre, Jaipur is pleased to announce its 111<sup>th</sup> Residential Programme on **"Transformational Leadership & Change Management"** from **December 17-21, 2018** at **Udaipur**.

The aim of this programme is to provide insight to the change and its increasing speed with passage of time and role of managers / administrators in managing change to the advantage of the organisation. The brochure giving programme details and methodology is enclosed for your kind perusal. The programme fee of Rs.42000/- plus GST@ 18.00% (Rs. Forty Two Thousand plus GST@ 18.00% only) is inclusive of boarding and lodging arrangement for the participant and programme material etc.

The programme has been designed for officials from various functions and the trade union officials from private, public, co-operative sector organisations/institutions, research organisations, banks, financial institutions, autonomous organisations, central and state government departments etc.

We are sure that you would take advantage of this and nominate a few officials from your organisation. The nomination form is also enclosed with the brochure. The last date of the nomination along with the participation fee is **December 03, 2018**.

Kindly feel free to write to us in case any further clarification is required.

Thanking you and looking forward to an early response,

Yours sincerely,

*C.M.Khurana*

(C.M.Khurana)  
Director

Productivity for Growth and Prosperity

Encl: Programme Brochure

## JAIPUR PRODUCTIVITY CENTRE

Jaipur Productivity Centre (JPC) is an autonomous not-for-profit organization established to promote productivity culture in India. JPC provides consultancy, training and undertakes research in the areas of productivity.

Our Major activity is to promote productivity consciousness in Government Departments / Organizations, Public Sector Undertakings (PSUs), Corporate, Banks, Small & Medium industries, Co-operative Societies, Research Organizations and Educational Institutions etc. through Training & Consultancy in Managerial Skills, Management Innovation, Modernisation, Human Resource Development (HRD) and e-Governance. We undertake the training and consultancy in the below mentioned areas.

### CONSULTANCY

- Organisational Process Re-engineering
- System & Procedure Analysis
- Manpower Assessment & Planning
- Designing Productivity Norms
- TQM, Quality Circles, Kaizen, 5-S
- Six Sigma and Data Analytics

### TRAINING

- HRD customized programmes
- Project Management
- Systematic Problem Solving
- Organisational Effectiveness
- Effective Office Secretary
- E-Governance
- Stress & Time Management
- Zero Base & Outcome Budgeting
- TQM, Quality Circles & Six Sigma
- Managerial Leadership & Team Building

Detailed Information of our activities is available on our website: [www.jpcaipur.org](http://www.jpcaipur.org)

**Director**  
**Jaipur Productivity Centre**  
 41, Income Tax Colony -2,  
 Jagatpura Road, P.O. Malviya Nagar  
 JAIPUR 302017

### Forthcoming Residential Programmes\*

Programmes	Dates
Knowledge Management	October 22-26, 2018 at Jaipur
Finance for Non Financial Officials / Executives, Focus: Financial Decisions	November 12-16, 2018 at Goa
Transformational Leadership & Change Management	December 17-21, 2018 at Udaipur
Development Programme for Executive Secretaries, Personal Assistants & Office Staff	January 7-11, 2019 at Goa
Stress & Time Management for Managerial Effectiveness	February 11-15, 2019 at Goa
Effective Office Administration & Management, Focus: RTI & Digital India	March 11-15, 2019 at Jaipur

\* Participation Fee is Rs.42000/- plus GST @18.00 % thereafter per participant

\* Last date for registration is 14 days before commencement of each programme.

### Forthcoming Non-Residential Workshops

Systematic Problem Solving	October 23-24, 2017 At Jaipur
Project Management	November 09-10, 2017 At Jaipur

\* Participation Fee is Rs.12000/- plus GST @ 18.00% per participant

\* Last date for registration is 14 days before commencement of each workshop

111<sup>th</sup> Residential Programme  
 on

# TRANSFORMATIONAL LEADERSHIP & CHANGE MANAGEMENT

At  
 Udaipur

December 17-21, 2018



**JAIPUR PRODUCTIVITY CENTRE**  
 JAIPUR



## INTRODUCTION

In the dynamic society surrounding today's organisations, the question of whether the change will occur is no longer relevant. Change will occur. It is no longer a choice. If the managers are to be effective, they can no longer be content to let the change occur as it will. They must be able to develop strategies to plan, direct and control change to the advantage of the organisation..

Success of any organisation depends directly on effective managerial leadership. Leaders energise the organisation to meet the competitive challenges and to serve demanding needs of the customer. Effective leadership provides the basis for effective use of all the resources to achieve the organisational goals

The resistance to change is contradictory to a manager's primary role as a leader. Managerial leadership influences behaviour of others, individually and in groups. Influencing means moving from one behaviour to another, in other words, transformation.

Keeping above in view the programme has been designed to provide inputs for managerial leadership to proactively develop strategies, plan to take advantage of fast changing environment and become change managers.

## OBJECTIVE

- To identify the challenges and pressures for change.
- Understanding significance of Transformational Leadership and its impact on organization.
- To provide the participants an opportunity for sharing of practical experiences on the subject.
- To create an opportunity to gain insight into the process of management of change.

## CONTENTS

- Challenges of change
- Resistance to Change
- Change Management
- Managerial Leadership: New Roles & Skills
- Managerial Decision-making & Team Problem Solving
- Managerial Leadership: Traits & Approaches
- Transactional & Transformational Leadership
- Teamwork & Teambuilding Strategies
- Conflicts Management
- Employee Empowerment
- Stress Management

## TARGET GROUP

Change affects all, therefore training and discussions are relevant for all levels of officials from various functions of Central and State Government Departments, Private Sector, Public Sector, Co-operative Sectors, Banks, Financial Institutions, Service and Autonomous organisations, Educational and Research Organisations etc.

## FACILITY

Senior JPC faculty and experts from the field would conduct the programme.

## DURATION & VENUE

Hotel Alka, Udaipur  
December 17-21, 2018  
Check-in 17.12.2018 (FN)  
Check-out 21.12.2018 (AN)

## METHODOLOGY

Methodology of the programme would be participative in the nature. The sessions would be based on conceptual deliberations, case studies, success stories, management games and group discussion.

## PARTICIPATION FEE

Rs.42000/- plus GST @ 18.00 % (Rs. Forty Two Thousand plus GST @ 18.00% only) per participant is inclusive of boarding & lodging arrangement during the programme and the programme material. The demand drafts/ cheques should be drawn in favour of **Jaipur Productivity Centre, Jaipur.**  
For the accompanying spouse the charges would be approximately Rs.5000/- for the whole duration payable at hotel.

PAN: AABTJ3316K  
GST No. 08AABTJ3316K1ZN

## LAST DATE FOR REGISTRATION

The last date for receipt of nomination along with the fee is **December 03, 2018.**

## ENQUIRIES

Programme Director (TLCM)  
Jaipur Productivity Centre  
41, Income Tax Colony -2,  
Jagatpura Road, P.O. Malviya Nagar  
JAIPUR - 302017  
Phone: 09414271490, 09610111392  
Fax: 0141-2750473  
Website: www.jpcaipur.org  
e-mail: jpcjaipur@rediffmail.com  
cmkhurana.jpr@gmail.com

## NOMINATION FORM

### 111th RESIDENTIAL PROGRAMME ON TRANSFORMATIONAL LEADERSHIP & CHANGE MANAGEMENT

December 17-21, 2018

#### SPONSORING ORGANISATION :

ADDRESS:

Fax:

Phone:

E-mail:

PARTICIPANTS DETAILS (Name & Designation)	ADDRESS E-mail, Mobile
1.	
2.	
3.	
4.	

Fee: Rs.42000/- plus GST @ 18.00% (Rs.49560/-) per participant. Demand draft/ cheques to be drawn in favour of **Jaipur Productivity Centre, Jaipur.**

D.D.No. Date:

Amount: Bank:

#### Bank details for payment by RTGS

A/c Name: Jaipur Productivity Centre  
Bank: Axis Bank Ltd  
Branch: Tilak Nagar, Jaipur  
Account No. 910010013083057  
Type of A/c: Savings  
MICR Code: 302211003  
IFSC Code: UTIB00000031